

DEPARTMENT OF SOCIAL SERVICES
744 I Street, Sacramento, CA 95814

October 30, 1995

ALL COUNTY LETTER NO. 95-62

TO: ALL COUNTY WELFARE DIRECTORS

REASON FOR THIS TRANSMITTAL

- ☒ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order
- ☐ Clarification Requested by One or More Counties
- ☐ Initiated by CDSS

SUBJECT: IMPLEMENTATION OF THE AFDC PROGRAM ONCE-IN-A- LIFETIME HOMELESS ASSISTANCE PAYMENT

REFERENCE: ACL 91-58; ASSEMBLY BILL (AB) 908, CHAPTER 307, STATUTES OF 1995; AMEND MPP 44-211.5; and ADOPT MPP 44-211.54

BACKGROUND

This letter is to provide implementation instructions to the County Welfare Departments (CWD) on the revisions to the AFDC Homeless Assistance (HA) regulations which become effective January 1, 1996. These emergency regulations implement the provisions of AB 908 which limit eligibility for homeless assistance to a once-in-a-lifetime payment with certain exceptions. The new regulations for once-in-a-lifetime HA benefit payments apply to prior recipients of HA and to new applicants. Anyone who has received temporary shelter and permanent housing payments is considered to have received their once-in-a-lifetime homeless benefit. They may be eligible for additional HA only if they meet one of the exceptions specified below. Applicants who have applied and are eligible for HA assistance prior to January 1, 1996 and whose applications are being processed shall be entitled to both temporary and permanent HA. A summary of the significant changes in the HA policy along with a complete copy of the new regulations are attached.

ONCE-IN-A-LIFETIME HA EXCEPTIONS

The initial payment of HA is considered the once-in-a-lifetime homeless assistance payment, regardless of the reason for the homelessness. After the once-in-a-lifetime payment has been received, any application for homeless assistance is considered under one of the exceptions. The two categories of exceptions to the once-in-a-lifetime HA rule are as follows:

- 2
- o HA is available once in any 24 month period when homelessness is a direct result of domestic violence by a spouse, partner, or roommate; physical or mental illness; or uninhabitability of the home. These circumstances require third-party governmental verification and the 24 month period begins when the first payment is issued under one of the above exceptions.
 - o HA is available whenever homelessness is a direct and primary result of a state or federally declared natural disaster. Issuance of HA under this exception does not affect the 24 month exception period indicated above.

INFORMING REQUIREMENTS

Applicants for homeless assistance must be informed that: (1) HA is limited to once-in-a-lifetime; (2) that temporary shelter benefits are only available during a 16 consecutive-day period; and (3) the temporary shelter benefits are exhausted at the end of the 16 consecutive-day period, even if payments for all 16 days are not authorized.

A copy of the bilingual Informing Notice (Temp 2104) is attached. This informational notice must be mailed by the CWDs to all recipients of AFDC by January 1, 1996. Please note that those individuals whose cases are already in the HA application process on January 1, 1996 will also need to receive the informational notice. Counties that need a camera-ready copy of the Informing Notice should call:

- o For the bilingual version contact the Forms Management Unit at (916) 657-1907 or CALNET 437-1907.
- o For the Asian language versions (Chinese, Cambodian and Vietnamese) contact the Language Services Bureau at (916) 654-1282 or CALNET at 323-1282 or you may FAX your request to (916) 657-3429 or CALNET 322-3429.

CA 42 - STATEMENT OF FACTS FOR HOMELESS ASSISTANCE

The Statement of Facts for Homeless Assistance (CA 42) has been revised to inform new HA applicants of the once-in-a-lifetime rules and to provide check boxes in the county use only section for the types of HAPI codes outlined below. A separate CA 42 is required for each request for temporary shelter or permanent homeless assistance. A camera-ready copy of the CA 42 may be obtained by calling the Forms Management Unit and Language Services Bureau as outlined above.

NOTICES OF ACTION (NOAs)

Attached are English versions of two Notices of Action (NOAs) used for the approval and denial of homeless assistance benefits. Copies of the Spanish versions will be mailed under separate cover by the end of November. The Language Services Bureau will send camera-ready copies of the other languages, upon request as outlined above.

HOMELESS ASSISTANCE PAYMENT INDICATOR SYSTEM (HAPI):

CWDs must continue to track homeless benefit payments. The HAPI System is being reprogrammed to incorporate new identification codes denoting the HA payment criteria. The new HA payment exception codes are:

"TV" for Temporary Violence - limited to once in any 24-month period

"PV" for Permanent Violence - limited to once in any 24-month period

"TM" for Temporary Physical or Mental Illness - limited to once in any 24-month period

"PM" for Permanent Physical or Mental Illness - limited to once in any 24-month period

"TU" for Temporary Uninhabitability - limited to once in any 24-month period

"PU" for Permanent Uninhabitability - limited to once in any 24-month period

"TD" for Temporary Declared Natural Disaster Exception - unlimited

"PD" for Permanent Declared Natural Disaster Exception - unlimited

The currently designated "T" for Temporary Shelter and "P" for Permanent Housing codes remain in effect, and their use reflects exhaustion of the once-in-a-lifetime HA payment for temporary shelter and permanent housing respectively.

The batch programs for the HOMELESS systems will be modified to accept the new payment codes. A copy of the new record layout is attached. Since the payment code is the last data field on the record, adding a second digit does not change the location of any other field. The payment code should always be left justified - so if counties are reporting the one-digit codes "P" or "T", place this code in byte 188. If counties are reporting one of the new two-digit codes, report this in bytes 188-189. This record layout can be used both by counties that have changed their internal programs to generate the two-digit codes and those that have not yet made this change. Counties that have not made the change would need to report the new codes via online transactions.

4

CA 237 - HA MONTHLY STATISTICAL REPORT

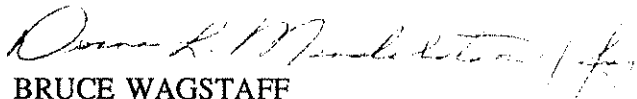
Counties will continue their usual HA data collection and monthly reporting via the CA 237 to Informational Services (formerly Statistical Services) until further notice. Any changes in reporting requirements will follow under separate cover.

CONTACTS

If you have any questions regarding these changes, please contact staff as follows:

- o Revised HA Regulations: Varaniece Hall (916) 653-6161 (CALNET 454-6161) or
Anna Chambers (916) 654-1077 (CALNET 464-1077)
- o AFDC Temp 2104
and CA42: Elizabeth Allred (916) 657-3350 (CALNET 437-3350)
- o AFDC NOAs: Pam Kian (916) 654-1801 (CALNET 464-1801)
- o HAPI System: Gary Scriven (916) 445-1851 (CALNET 485-1851)
- o CA 237: Levy St Mary (916) 653-5170 (CALNET 453-5170)

Sincerely,



BRUCE WAGSTAFF
Deputy Director
Welfare Programs Division

Attachments

c: CWDA

SUMMARY OF REVISIONS TO AFDC HOMELESS ASSISTANCE REGULATIONS

Following is a list of the significant changes in the AFDC homeless assistance (HA) regulations. The revised regulations apply to all applicants and recipients.

- 44-211.52 The temporary shelter and permanent HA payments are available once-in-a-lifetime, with certain verifiable exceptions.
- 44-211.51 HA applicants must be informed that:
- the temporary shelter payment of one period of up to 16 consecutive calendar days is available only once-in-a-lifetime, with certain exceptions (see 44-221.541b), and
 - at the end of the 16 day period, these benefits are exhausted even if the Assistance Unit (AU) was not authorized benefits for all of the 16 days.
- 44-211.514 An otherwise eligible AU that has ever received a HA payment on behalf of an eligible child is not eligible for further homeless assistance.
- 44-211.534c
- 44-211.542 Third-party governmental verification is required of the once-in-a-lifetime 24 month exceptions.
- 44-211.541a A family that becomes homeless as a direct and primary result of a state or federally declared natural disaster is eligible for temporary shelter and permanent homeless assistance.
- 44-211.541b A family is eligible, once in any 24 month period, for temporary and permanent homeless assistance when homelessness is verifiable and is a direct result of:
- domestic violence by a spouse, partner or anyone else in the household;
 - physical or mental illness, that is medically verified, that does not include a diagnosis of alcoholism, drug addiction or psychological stress; or
 - uninhabitability of the former residence caused by sudden and unusual circumstances beyond the control of the family including natural catastrophe, fire or condemnation.

NEW RULES FOR HOMELESS ASSISTANCE FOR PERSONS ELIGIBLE FOR CASH AID

State law changed the rules for Homeless Assistance payments. A homeless assistance payment(s) for **temporary shelter and permanent housing are once in a lifetime**, unless your homelessness is due to an exception. (See below.) You must provide proof that you are homeless.

As of 1/1/96 anyone who has already gotten Homeless Assistance **will not be eligible** to get homeless assistance again, unless you meet one of the exceptions listed below. You must provide **proof** that an exception to the once-in-a-lifetime rule exists.

HERE'S HOW THE HOMELESS ASSISTANCE RULE WORKS:

- You must be homeless and meet other eligibility rules.
- When you are looking for permanent housing, you may get money for temporary shelter.
- Temporary shelter benefits are only available for 16 days in a row beginning on the day the first temporary shelter payment is made.
- At the end of the 16 days, your temporary shelter will stop. You can never get temporary shelter again, unless you have an exception, even if you haven't been paid for all of the 16 days.
- If you find someplace to live, you may get money for permanent housing and deposits.

EXCEPTIONS TO THE ONCE IN A LIFETIME HOMELESS ASSISTANCE RULE:

You can get Homeless Assistance one time only in any 24 month period if homelessness is due to:

- domestic violence by a spouse, partner or roommate or
- the inability to live in your former residence due to sudden and unusual circumstances beyond your control or
- physical or mental illness, except for drug abuse, alcoholism, or psychological stress.

You can get Homeless Assistance anytime you are homeless due to a declared state or federal natural disaster.

If you appear eligible for Homeless Assistance, your worker will tell you all the other rules, such as providing proof of homelessness, proof that an exception to the once in a lifetime rule exists, proof that payment is made for temporary and/or permanent housing, etc.

NUEVAS REGLAS ACERCA DE LA ASISTENCIA PARA PERSONAS SIN HOGAR PARA LAS PERSONAS QUE REUNEN LOS REQUISITOS PARA RECIBIR ASISTENCIA MONETARIA

La ley estatal ha cambiado las reglas acerca de los pagos de Asistencia para Personas sin Hogar. Los pagos de asistencia para personas sin hogar para **refugio temporal y vivienda permanente se hacen una sola vez en la vida**, a menos que la situación de no tener hogar se deba a una excepción. (Vea enseguida.) Usted tiene que proporcionar **pruebas** que no tiene hogar.

A partir del 1º de enero de 1996, cualquier persona que ya haya recibido Asistencia para Personas sin Hogar **no reunirá los requisitos** para volver a recibir asistencia para personas sin hogar, a menos que cumpla con una de las excepciones que aparecen enseguida. Usted tiene que proporcionar **pruebas** de que existe una excepción a la regla de solamente una vez en la vida.

ENSEGUIDA SE EXPLICA COMO FUNCIONA LA LEY SOBRE LA ASISTENCIA PARA PERSONAS SIN HOGAR:

- Usted tiene que ser una persona sin hogar y reunir los requisitos de las reglas de elegibilidad.
- Cuando está buscando una vivienda permanente, es posible que reciba dinero para un refugio temporal.
- Los beneficios para un refugio temporal solamente son para 16 días seguidos contados a partir del primer día en que se hace el primer pago de refugio temporal.
- Al final de los 16 días, su refugio temporal se suspenderá. Usted nunca puede volver a recibir refugio temporal, a menos que tenga una excepción, aun si no se le ha pagado por todos los 16 días.
- Si usted encuentra un lugar en donde vivir, es posible que reciba dinero para una vivienda permanente y para los depósitos.

EXCEPCIONES A LA REGLA DE SOLAMENTE UNA VEZ EN LA VIDA:

Usted puede recibir Asistencia para Personas sin Hogar solamente una vez en un período de 24 meses si es que su situación de estar sin hogar se debe a:

- violencia doméstica causada por un esposo(a), pareja o compañero de vivienda o
- no poder vivir en su residencia anterior debido a circunstancias fuera de su control que son repentinas y no usuales o
- enfermedad física o mental, con la excepción de abuso de drogas, alcohol o tensión (stress) psicológica.

Usted puede recibir Asistencia para Personas sin Hogar en cualquier momento si es que queda sin hogar debido a una situación declarada estatal o federalmente como un desastre natural.

Si parece que usted reúne los requisitos para Asistencia para Personas sin Hogar, su trabajador le dirá todas las otras reglas, tal como el proporcionar pruebas de que no tiene hogar, pruebas de que existe una excepción a la regla de sólo una vez en la vida, pruebas de que el pago se hace para vivienda temporal y/o permanente, etc.

STATEMENT OF FACTS - HOMELESS ASSISTANCE

Important Information

- If you have no place to stay, have \$100 or less in resources and appear eligible for AFDC, you may be able to get Homeless Assistance payments for temporary shelter and permanent housing **once in a lifetime**, unless your homelessness is due to an exception. You must be seeking permanent housing (PH). While you are looking you may get money for temporary shelter (TS). If you find someplace to live, you may get money for permanent housing (PH).
- Exceptions to the once-in-a-lifetime rule are homelessness due to: domestic violence, physical or mental illness, or uninhabitability of the home. These exceptions are limited to once every 24 months. Homelessness that is directly caused by a State or Federal declared natural disaster is also an exception.
- You may get temporary shelter (TS) payments for up to 16 days in a row. The first day starts when you get the first temporary shelter payment. If you stay anywhere for free, or somewhere other than a shelter or business which rents rooms, you can't get a TS payment, but the days count as part of the 16 days.
- To get TS payments you must rent from a person or place that is in the business of renting property.
- At the end of the 16 days, TS will stop. You will never be able to get TS again, unless you have an exception, even if you have not used up all the TS benefits.
- You will be asked to prove that your payments were spent on shelter. If you can't, future payments will go to a shelter landlord or others for you.

Instructions: Print all answers in ink. If you need help, ask your worker.

1. Name of Caretaker Relative (first, middle, last)

Message Phone A Social Security Number B Date of Birth
Mo. ____ Day ____ Yr. ____

2.A. What was your last address?

Number, Street City State Zip

B. Explain where you are staying now.

C. How long have you been there?

D. Do you pay for staying there?
If "YES," how much?

☐ YES ☐ NO

3. Explain why you have no place to live.

4. Are you seeking permanent housing?
Explain:

☐ YES ☐ NO

5. Do you get Cash Aid?

If "YES," in which county:

☐ YES ☐ NO

6. Did you get Homeless Assistance from any county at any time?

If "YES," complete:

☐ YES ☐ NO

Which county: When:

7. List all liquid resources you own (include cash, checks, savings or checking accounts, credit union accounts, etc.). List each item and give its value.

8. If you get Homeless Assistance, you may have the payment made out to you or given directly to a shelter, landlord or other for you. Check (✓) below to tell us how you want the payment made:

☐ To Yourself ☐ To a Landlord ☐ To a Shelter ☐ Other (explain):

COUNTY USE ONLY

DATE RECEIVED

CO	Aid Code	Case Number	AU
C			

D Case Name (Last, First)

E Date HA Authorized

Mo. ____ Day ____ Yr. ____

F Type of HA (check)

<input type="checkbox"/> Temporary	<input type="checkbox"/> Permanent
<input type="checkbox"/> TV	<input type="checkbox"/> PV
<input type="checkbox"/> TM	<input type="checkbox"/> PM
<input type="checkbox"/> TU	<input type="checkbox"/> PU
<input type="checkbox"/> TD	<input type="checkbox"/> PD
Start Date: ____ Start Date: ____	

Disposition:

☐ Shelter arranged prior to TS
☐ Vendor payment issued
☐ HA denied

Worker:

Total resource value:

CERTIFICATION

I understand that:

- Homeless Assistance Temporary Shelter (TS) and Permanent Housing (PH) payments are limited to once in a lifetime, unless I have a verified exception.
- There is a limit on how much Homeless Assistance I can get.
- I am required to give my Social Security Number, which will be used to check identity and verify that I am not getting aid in more than one case, one county, or one state.

I understand that I must provide proof that:

- I am homeless;
- I am homeless due to an exception, if I have already gotten homeless assistance.
- I used the TS payment for housing, and that if I cannot, I must have my homeless assistance payments made out or given to a shelter, landlord or to others for me.

I declare under penalty of perjury under the laws of the United States of America and the State of California that the information contained on this Statement of Facts - Homeless Assistance is true and correct.

SIGNATURE OF CARETAKER RELATIVE

DATE

State of California
Department of Social Services

Noa Msg Doc No.: M44-211A Page 1 of 2
Action : Approve
Issue: Homeless Eligibility
Title: Temporary Shelter and Permanent
Housing

Auto ID No.:
Source :
Issued by :
Reg Cite : 44-211.5

Use Form No. : NA 290
Original Date : 02-01-88
Revision Date : 10-23-95

YOU CAN GET HOMELESS AID ONLY ONCE IN A
LIFETIME UNLESS YOU MEET AN EXCEPTION.

MESSAGE:

As of _____ the County has approved your
request for homeless aid. The amount of your
homeless aid is \$_____.

[] **Temporary Shelter**

Temporary Shelter Aid per Night: \$_____
Number of Nights: x_____
Total Temporary Shelter =\$_____

[] If you do not find a permanent place to
live by _____, you may be able to get
more temporary shelter aid. Come back
to this office no later than _____ and
give us proof that you are looking for a
permanent place to live. If you do not
give us proof, your temporary shelter
aid may end. You can get temporary
shelter aid for up to 16 days in a row.
At the end of your 16 days, your
temporary shelter aid will stop.

[] This is your last payment for temporary
shelter aid.

[] You may be able to get permanent housing
aid when you find a place to live. You
can get permanent housing aid if your
rent is no more than \$_____. (80% of
your maximum aid amount) When you find
a place to live, get a signed statement
or rental agreement from the landlord
telling how much your rent will be.

[] **Permanent Housing**

Actual Cost of Housing

Last Month's Rent \$_____
Security Deposits + _____
Utility Deposits: + _____
Your Total Cost of Housing =\$_____

Amount of Monthly Rent: \$ _____
(80% of Maximum Aid or less)
X 2
= _____
Amount of Utility Deposits: + _____
Most homeless aid you can get =\$ _____

Your total housing costs are /_/ less
/_/ more than the homeless aid you can
get, so you will get \$_____.

INSTRUCTIONS: Use to approve a nonrecurring special need (homeless assistance)
payment for temporary shelter and/or permanent housing.

Complete the first blank with the date the homeless aid was approved. Fill in the
second blank with the amount of homeless aid.

Check the appropriate box(es) and fill in the items depending on whether temporary
shelter and/or permanent housing was approved.

This message replaces M44-211A (11-19-91), M44-211B (08-01-91) and
M44-211C (08-01-91).

file : pkian/MSERIES/home.r44211A

State of California
Department of Social Services

Noa Msg Doc No.: M 44-211D Page 1 of 2
Action : Deny
Issue: Homeless Ineligibility
Title: Temporary Shelter and/or
Permanent Housing

Auto ID No.:
Source :
Issued by :
Reg Cite : 44-211.5

Use Form No. : NA 290
Original Date : 02-01-88
Revision Date : 10-23-95

MESSAGE:

The County has denied your request dated
_____ for homeless aid for:

- ☐ Temporary Shelter
- ☐ Permanent Housing.

Here's why:

- ☐ You are not homeless.
To get homeless aid, you must meet one
of these rules:
 - You do not have your own place to
stay at night,
 - OR You are staying at night in a
shelter that is temporary,
 - OR The place you are living in is a
place that people do not usually
live.
- ☐ You can get homeless aid only once in a
lifetime unless you meet an exception.
- ☐ There is no proof that your homelessness
was caused by one of the following 24
month exceptions:
 - o domestic violence
 - o place not livable
 - o medical illness
- ☐ You already got homeless aid due to a 24
month exception.
- ☐ Your homelessness was not due to a state
or federally declared natural disaster.
- ☐ You have more than \$100. To get
homeless aid you can't have more than
\$100 in liquid resources.
- ☐ You wouldn't agree to let us verify your
homelessness. If you do agree to let us
verify your homelessness, you may be
able to get temporary shelter aid.

- [] You have to show proof of looking for permanent housing. You have not shown proof. You will no longer be able to get temporary shelter aid.
- [] You do not have a permanent place to live.
- [] You are staying with someone who is not in the business of renting shelter.
- [] The place you found to live costs too much. It costs \$_____. To get aid for permanent housing, the place you find to live in cannot cost more than 80% of your family's maximum aid. Your family's maximum aid of 80% is figured on this notice.

Maximum Aid for _____ Persons: \$_____

x .80

Total Amount Your Housing Can
Cost (80% of Maximum Aid):

=\$_____

INSTRUCTIONS: Use to deny a request for homeless assistance for temporary shelter and/or permanent housing.

Complete the first blank with the date homeless aid was requested and check the appropriate box(es) to inform the applicant.

This message replaces M44-211D (11-19-91)

file : pkian/MSERIES/home.44211D

Amend Section 44-211.5 to read:

13
DRAFT

44-211 SPECIAL NEEDS IN AFDC (Continued)

44-211

.5 Homeless Assistance

.51 General

A homeless AU seeking permanent housing is eligible to receive homeless assistance. Homeless assistance is available to meet the reasonable costs of securing permanent housing and is also available to meet the costs of temporary shelter while the AU is seeking permanent housing. Any AU applying for homeless assistance shall be informed that these benefits are limited to once-in-a-lifetime, with exceptions (see Sections 44-211.514 and .54). Further, the AU shall be informed that the temporary shelter payment of up to 16 consecutive days is only available during this period and that once this period ends, these benefits are exhausted, even if the AU has not received all 16 days of temporary shelter payments. (Continued)

.513 An AU is eligible for ~~the~~ a once-in-a-lifetime nonrecurring special need payment for homeless assistance ~~for one incidence of homelessness in a consecutive 24-month period.~~ A homeless assistance payment is limited to one period of up to 16 consecutive calendar days of temporary assistance and one payment of permanent housing assistance, with exceptions. A homeless assistance payment may be granted for either, or both, temporary shelter or permanent housing. An AU may be granted a 16-consecutive-day period of temporary shelter assistance, if eligibility requirements are met, (see Section 44-211.52), after a permanent housing payment has been received. A permanent housing payment may be granted whether or not a payment for temporary shelter has been issued.

(a) The AU must complete ~~the~~ written a separate Statement of Facts for Homeless Assistance (CA 42) to apply for a temporary shelter payment and/or permanent housing assistance. The Statement of Facts for Homeless Assistance is designed to gather information specific to the elements of eligibility for the nonrecurring special need for homeless assistance.

(b) The ~~incident~~ period of homelessness ~~and the 24-month period begins in the month in which the first homeless assistance payment is issued.~~ begins:

(1) For emergency transfer of deposits in Section 44-211.514, on the date when the first homeless assistance payment is issued.

(2) For the 24-month once-in-a-lifetime exceptions, on the date when the first homeless assistance payment is issued under one of these exceptions.

- (c) The incident of homelessness ends when the AU receives the payment for permanent housing or the 24-month period expires, whichever occurs first.

HANDBOOK BEGINS HERE

(1) Example:

On January 1, 1990, an AU received temporary shelter benefits. The AU requests permanent housing benefits on April 1, 1991. The county determines the AU is eligible for permanent housing benefits and the payment of the permanent housing benefits completes the incident of homelessness begun in January 1990.

HANDBOOK ENDS HERE

- .514 An otherwise eligible AU that has received a homeless assistance payment within the preceding 24 months may be eligible to receive a new homeless assistance payment under the following conditions: at any time on behalf of an eligible child, shall not be eligible for further homeless assistance payments, except under the following conditions:

- (a) There is a new caretaker relative who was not living with the AU at the time the original homeless assistance payment was issued, and
- (b) The new caretaker has not previously received temporary and permanent homeless assistance on behalf of or as part of another AU, and
- (c) The former caretaker is no longer living in the home with the AU.

HANDBOOK BEGINS HERE

- (d) For additional exceptions, see Section 44-211.54.

HANDBOOK ENDS HERE

.515 (Continued)

.52 Temporary Shelter

The temporary shelter payment may be is available no more than once in 24 months once-in-a-lifetime, with exceptions (see Section 44-211.541), to a homeless AU for temporary shelter, when the AU is also seeking permanent housing. (Continued)

.522 An AU is not eligible to receive the temporary shelter payment if it has already been granted permanent housing assistance during the 24-month period described in MPP 44-211.513 except:

(a) (Continued)

.524 (Continued)

(f) (Continued)

(3) (Continued)

(D) If the AU is not issued temporary shelter benefits because the AU has not met the housing search requirement, as outlined in Section 44-211.524(f)(3)(B), but subsequently the AU meets the requirements within the 16-consecutive-day period, the AU shall continue to receive temporary shelter benefits as otherwise eligible. No payment shall be issued for those days during which noncooperation existed.
(Continued)

.53 Permanent Housing

The once-in-a-lifetime permanent housing payment, with exceptions (see Section 44-211.541), is available to assist homeless ~~recipient~~ AUs in obtaining permanent housing. (Continued)

.534 (Continued)

(c) When applicable, verification of eligibility for the once-in-a-lifetime exception (see Section 44-211.541).
(Continued)

.54 Once-In-A-Lifetime Homeless Exceptions

.541 Temporary and permanent housing assistance payments are each limited to once-in-a-lifetime with the following exceptions:

(a) Whenever a state or federally declared natural disaster is the direct and primary cause of homelessness.

(b) Limited to only one payment of homeless assistance in 24 months (see Section 44-211.513(b)(2)) when homelessness is the result of any of the following exceptions:

(1) Domestic violence by a spouse, partner, roommate, or

(2) Uninhabitability of the former residence caused by sudden and unusual circumstances beyond the applicant/recipient's control which includes, but is not limited to, fire, natural catastrophe, or condemnation, or

- 16
- (3) A medically verified physical or mental illness, excluding alcoholism, drug addiction or psychological stress.

.542 The AU shall provide verification of the exceptional circumstance(s), described in Section 44-211.541(b), which resulted in the AU's homelessness. These circumstances shall be verified through a third-party governmental or private health and human services agency.

HANDBOOK BEGINS HERE

- (a) Examples of verification for the exceptions specified in Section 44-211.541(b) include the following:

- (1) Domestic violence - copies of records or reports from police departments; medical facilities; battered women's shelters signed by an administrator, counselor or designated staff member; and Adult and Child Protective Services, Family Service Bureau, Crisis Counseling Service agencies.
- (2) Physical or mental illness - medical verification from the appropriate treating physician, state certified nurse, nurse practitioner, physician's assistant, therapist, psychologist, licensed counselor, medical or clinical personnel with access to the patient's records who can verify the diagnosis.
- (3) Uninhabitability of the residence - written statements or copies of reports from police departments, fire departments, the Red Cross, health department or any other agencies authorized to verify uninhabitability of the former residence.

- (b) Example: An AU applies for homeless assistance, under the exception of a mental condition. The AU had been homeless for some time and had no interim contact with any governmental or private health or human services agency which could verify that homelessness was caused by the mental condition. The AU was able to provide proof of the mental condition from a psychologist and a written statement from the former landlord stating that the AU was evicted because of disruptive behavior toward the other tenants. Based on the verification provided by the AU, the county determines that the AU is eligible for homeless assistance due to the mental illness exception.

HANDBOOK ENDS HERE

.6 (Continued)

Authority Cited: Sections 10553, 10554, 11209 and 11450(g), Welfare and Institutions Code.

Reference: Sections 11056, 11266(a)(2), 11271, 11272, 11273, and 11273(b), 11450(a)(1), (b), and (c), 11450(f)(2)(C), 11450(f)(2)(E)(i), (ii) and (iii), and 11453.2, Welfare and Institutions Code; 45 CFR 206.10(a)(1)(ii), 45 CFR 206.10(a)(8), 45 CFR 233.10(a)(1)(iv), 45 CFR 233.20(a)(2)(v)(A), 45 CFR 234.11, 45 CFR 234.60, and 45 CFR 234.60(a)(2)-(11).

18
Amend Section 80-310c. to read:

80-310 DEFINITIONS - FORMS (Continued)

80-310

c. (1) through (8) (Continued)

(9) CA 42 The "Statement of Facts for Homeless Assistance (Rev. 1/96)" is used to gather information to determine eligibility for non-recurring special need for homeless assistance.

Authority cited: Sections 10553, 10554, and 10604, Welfare and Institutions Code.

Reference: 45 CFR 206.10(a)(8) and Section 10554, Welfare and Institutions Code.